Instituto Nacional de Estatística
Statistics Portugal

Privacy Policy and Protection of Personal Data

2020



Privacy Policy and Protection of Personal Data, Last modified: 2022/02/20



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Framework

The Privacy Policy of Statistics Portugal aims to provide the data subject with information about the nature of the data collected, its purpose, and the processing that will be carried out.

Statistics Portugal, as Data Conatroller, has always ensured compliance with all legal obligations related to the protection of personal data and therefore remains committed to compliance with the *General Data Protection Regulation (GDPR)*, applied from May 25, 2018, and other legislation in force and related to the protection of personal data.

Since 25 May 2018, and as established by the GDPR, Statistics Portugal has a Data Protection Officer (DPO) whose contacts are available at *www.ine.pt*.

Any questions relating to personal data may be addressed to the DPO by post:

Intituto Nacional de Estatística, I.P.
Statistics Portugal Data Protection Officer
Avenida António José de Almeida
1000-043 Lisboa

Or by e-mail (enc.protecaodados@ine.pt), or via the form available at www.ine.pt.

General aspects

Processing purposes

In the context of its scope of action and for the pursuit of its mission of public interest, Statistics Portugal processes data on natural persons for statistical purposes, *i.e.*, to produce official statistics and their availability.

At the request of the users, and in the context of their public service mission, when a particular service is subscribed, a product is purchased or a contractual relationship is established, Statistics Portugal collects data necessary for the provision of the service requested by the holder. This data is intended, inter alia, to manage contacts with the data subject, to invoice and collect requests for information, or to send other institutional communication.

General principles for the processing of personal data

In terms of general principles concerning the processing of personal data, Statistics Portugal is responsible for ensuring that personal data are: processed lawfully, fairly, and in a transparent manner in relation to the data subject;

collected for specified, explicit, and legitimate purposes and not further processed in a manner that is incompatible with those purposes;

adequate, relevant, and limited to what is necessary in relation to the purposes for which they are processed;

accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay;

kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed;

processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

As part of the pursuit of statistical purposes, Statistics Portugal is governed by the legislation that establishes the principles, standards, and operation of the National Statistical System (Law No 22/2008 of 13 May) being all personal data processed, in particular those relating to natural persons, protected by the statistical confidentiality. This means that all employees involved in the processing of data for statistical purposes are covered by a duty of professional secrecy and statistical confidentiality as data are confidential and may not be disclosed in such a way as to permit the direct or indirect identification of the natural persons to whom they

relate. The same law provides that it is not permitted to make it available for penalties, supervision, or any other similar nature and that no service or authority may order or authorise access to or consultation thereof, such as courts, police, inspection, or tax authorities.

Further information can be found in the *Statistical Confidentiality Policy*.

Retention of personal data

The period during which the data is stored and kept by Statistics Portugal varies according to the purpose for which the information is processed.

In the case of processing for statistical purposes, the GDPR establishes the possibility of retention for longer periods.

After the respective retention period has elapsed, Statistics Portugal will delete or anonymise the data.

Technical, organisational, and security measures

Statistics Portugal, bearing in mind that the reliability and security of the information are essential for its activity, and to ensure the security of its data and its confidentiality, treats the information it collects by following internal security policies and procedures, under the terms and conditions laid down by law.

Depending on the nature, scope, context, and purposes of the processing, as well as the risks posed by the processing to the rights and freedoms of the data subject, Statistics Portugal shall apply, both when defining the means of processing and at the time of the processing itself, the necessary technical and organisational measures which respect, *inter alia*, the principle of data minimisation and ensure the protection of personal data.

In this way, Statistics Portugal ensures the means that safeguard all forms of intrusion potentiating data breaches, preventing unauthorised access or undue changes to the information.

To this end, it guarantees through the Information Security Policy of Statistics Portugal, the definition and implementation of detailed policies and procedures, in the various contexts of information security.

Responsibility for Information Security of Statistics Portugal

Statistics Portugal has an Information Security Officer responsible for the management and coordination of the Information Security Management System, namely by ensuring that the internal processes in this area are defined, implemented, internalised, and maintained following the applicable standards and with the policies and objectives of Statistics Portugal.

Cookies and similar technologies

Cookies are widely used to manage the functioning of websites to increase their efficiency, provide information to the entities responsible for the websites, and/or manage user sessions. They also allow user recognition and steer its browsing according to its interests and preferences, thus improving the browsing experience.

Use of cookies and similar technologies on Statistics Portugal websites

Statistics Portugal uses cookies on its websites to manage the navigation of users. The management of that navigation might be made by Statistics Portugal's websites and websites of external entities, for statistical analysis purposes. Cookies on Statistics Portugal's websites are used for various purposes, namely:

//Authentication — for user recognition during its session;

//Security — to support the security resources implemented and detect malicious activities;

//Preferences and analysis of services — to know which language is used in the user's session and personalise its browsing on the website;

//Usage statistics — to provide anonymous statistical data on the use of websites, such as the websites from which they come, the pages visited, the number of visitors, and the software used by the user.

More information about the use of cookies by Statistics Portugal is available on its website

Controlling and blocking of cookies

Most browsers allow the control of cookies through their settings. However, limiting the use of cookies can hinder the browsing experience and, to the limit, prevent login to Statistics Portugal's websites.

Request for information via channels outside Statistics Portugal

Statistics Portugal does not ask the user to provide personal information or access accounts to its websites through an external means of communication in the domain *ine.pt*. In this sense, the user shall be responsible for keeping its personal and account information secure, and for not sharing it with others.

Links to third-party websites

Our websites may contain links to third-party websites. Statistics Portugal cannot be held responsible for the security and content of such websites and the user must ensure the way its data is protected by reading the respective privacy policies.

Exercise of the rights of the data subject

Rights of the data subject

The holder of personal data has rights to information, access, and rectification, as provided by law.

Exercise of rights of the data subject

The exercise of the rights of the data subject shall be free of charge, except in cases where the request is manifestly unfounded or excessive or unreasonably repeated, in which case a reasonable fee may be charged considering the costs.

The response to requests to exercise rights should be provided without undue delay within one month of their receipt unless it is particularly complex or occurs in exceptional circumstances.

That period may be extended to two months where necessary, considering the complexity and number of applications received.

In the context of the request, the user may be asked to provide proof of his/her identity to ensure that personal data are shared only with the data subject.

The data subject shall have the right to make a formal complaint with a European Union Supervisory Authority concerning the protection of his/her Personal Data. Statistics Portugal shall assist the Supervisory Authority by providing it with all the information it may request.

Personal data breach

In the event of a data breach and to the extent that such a breach is likely to entail a high risk to rights and freedoms, Statistics Portugal is responsible to report the personal data breach within 72 hours of the knowledge of the incident.

Under the law, communication is not required in the following situations:

//If Statistics Portugal has implemented appropriate protection measures, both technical and organisational, and those measures have been applied to the personal data affected by the personal data breach;

//If Statistics Portugal has taken subsequent measures to ensure that the high risk to its rights and freedoms is no longer likely to materialise; or

//If the communication involves a disproportionate effort for Statistics Portugal. In this case, Statistics Portugal will make a public communication or take similar action to ensure that the data subject will be informed.

Statistics Portugal reserves the right to change this Privacy Policy at any time, so we advise the user to consult this document regularly.

Final provisions

Change of Privacy Policy

The Privacy Policy and the processing of personal data are governed by the provisions of the GDPR and by the laws and regulations applicable in Portugal on this matter.

Applicable law and forum

Any disputes arising from the validity, interpretation, or execution of this policy must be submitted exclusively to the jurisdiction of the Tribunal Judicial da Comarca de Lisboa, without prejudice to applicable mandatory legal rules.

contacts

Headquarters | Av. António José de Almeida 1000-043 LISBOA
General Telephone: + 351 218 426 100* E-mail:ine@ine.pt

User Support I Dissemination Service
Telephone: + 351 218 440 695*
E-mail:info@ine.pt

Support Centre in Portugal for European Statistics
Telephone: + 351 218 440 447*
E-mail:ESDS@ine.pt

Opening hours: 9 A.M. - 5 P.M.,
on working days

Assistance to Journalists | Communication and Image Servive
Direct Telephone: + 351 218 426 110*
General Telephone: + 351 218 426 100*
(ext:1248/1473)
E-mail:sci@ine.pt

Opening hours: 9:30 A.M. - 6:30 P.M.,
on working days

Library | Headquarters
Email: biblioteca@ine.pt

Opening hours: 9 A.M. - 12:30 P.M. / 2 P.M. - 5 P.M.,
on working days

Support to respondents (companies/ organisations or households) | Data Collection Department
Telephone: + 351 218 426 307*
E-mail: webinq@ine.pt

Opening hours: 9 A.M. to 5 P.M.,
on working days.

Porto Delegation | Edifício Scala
Rua do Vilar, 235 – 4050-626 Porto
General Telephone: + 351 226 072 000*
E-mail: dp@ine.pt

Library opening hours: 9 A.M. - 12:30 P.M. /
2 P.M. - 5 P.M., on working days

Coimbra Delegation | Rua Aires de Campos, Casa das Andorinhas
3000-014 COIMBRA
General Telephone + 351 239 790 400*
E-mail: dc@ine.pt

Library opening hours:
9 A.M. - 12:30 P.M. / 2 P.M. - 5 P.M.,
on working days

Évora Delegation | Rua Miguel Bombarda, 36
7000-919 ÉVORA
General Telephone: + 351 266 757 700*
E-mail: de@ine.pt

Library opening hours:
9 A.M. - 12:30 P.M. / 2 P.M. - 5 P.M.,
on working days

Faro Delegation | Rua Cândido Guerreiro, 43-3ºFte
8000-318 FARO
General Telephone:+ 351 289 887 800*
E-mail: df@ine.pt

Library opening hours:
9 A.M. - 12:30 P.M. / 2 P.M. - 5 P.M.,
on working days

Regional Statistical Service of the Azores | Rua da Rocha, 26
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Regional Directorate of Statistics of Madeira | Calçada de Santa Clara, 38
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* Call to national fixed network